



# Meeting Minutes

## Technical Advisory Committee

1:30 – 3:30 PM  
September 24, 2025

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Meeting ID: 268 305 639 382 3  
Passcode: qZ9x3DQ2

### In-Person

Downtown Connection Center  
216 W Phoenix Ave, Flagstaff, AZ 86001

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**Public Questions and Comments must be emailed to [planning@metroplanflg.org](mailto:planning@metroplanflg.org) prior to the meeting or presented during the public call for comment.**

### TECHNICAL ADVISORY COMMITTEE MEMBERS

- Michelle McNulty, City of Flagstaff Planning Director, Chair
- Nate Reisner, Coconino County Engineer, Vice-Chair
- Anne Dunno, Mountain Line Capital Development Manager
- Paul Mood, City of Flagstaff Engineer
- Jeff Bauman, City of Flagstaff Transportation Manager
- Jess McNeely, Coconino County Community Development Assistant Director – *Departed at 2:40 p.m.*
- Ruth Garcia, ADOT Regional Planning
- VACANT, ADOT Assistant District Engineer
- VACANT, Federal Highway Administration
- Stephanie Santana, City of Flagstaff Senior Transportation Engineer (*Alternate for JBauman*)
- Jason James, ADOT Regional Planning Manager (*Alternate for RGarcia*)
- Ryan Wolff, ADOT Transportation Engineer (*Alternate for ADOT Assistant District Engineer*)
- Charlie Wilson, Coconino County Lead Design Engineer (*Alternate for NReisner*)
- VACANT, Northern Arizona University

### METROPLAN STAFF

- Kate Morley, Executive Director
- David Wessel, Planning Manager
- Tami Suchowiejko, Business Manager & Clerk of the Board
- Mandia Gonzales, Transportation Planner
- Kim Austin, Transportation Demand Manager
- Corey Cooper, Safe Routes to School Coordinator
- Melanie Nagel, Montoya Fellow

## A. PRELIMINARY GENERAL BUSINESS

### 1. CALL TO ORDER

Chair McNulty called the meeting to order at 1:31p.m.

### 2. ROLL CALL

See above.

### 3. PUBLIC COMMENT

*At this time, any member of the public may address the Committee on any subject within their jurisdiction that is not scheduled before the Committee on that day. Due to Open Meeting Laws, the Committee cannot discuss or act on items presented during this portion of the agenda. To address the Committee on an item that is on the agenda, please wait for the Chair to call for Public Comment at the time the item is heard.*

There was no Public Comment.

### 4. APPROVAL OF MINUTES

(Pages 5-8)

Minutes of Special Meeting: July 16, 2025

Motion: Member Dunno made a motion to approve the July 16th meeting minutes. Member Bauman seconded the motion. The motion passed unanimously.

## B. CONSENT AGENDA

*Items on the consent agenda are routine in nature and/or have already been budgeted or discussed by the Technical Advisory Committee.*

There were no Consent Agenda items.

## C. REPORTS

*Reports are provided to the Technical Advisory Committee for information only. There is no presentation or discussion unless a member of the TAC requests to separate an item for discussion.*

### KEY PERFORMANCE INDICATORS (KPIs) REPORT

(Pages 9-21)

### FY25 QUARTER 4 FINANCIAL REPORT

(Pages 22-24)

There was no discussion of the reports.

## D. ACTION ITEMS

### 1. CONSIDERATION AND POSSIBLE ACTION TO ELECT TAC CHAIR AND VICE-CHAIR (Pages 25-26)

MetroPlan Staff: Tami Suchowiejko

Recommendation: Staff recommends the Technical Advisory Committee elect a Chair and Vice-Chair for the term January 1, 2026 to December 31, 2026.

Discussion –

Chair McNulty asked if this item should be postponed, as Vice Chair Nate Reisner is not present. Executive Director Morley has a commitment from Vice Chair Reisner to move into the Chair position.

Executive Director Morley requested that the Vice Chair be someone from the City, and explained that the Vice Chair should be prepared to move into the Chair position in the future.

Motion: Member Garcia made a motion to approve Nate Reisner as Chair of the TAC for the term January 1, 2026 to December 31, 2026. Member Dunno seconded the motion. The motion passed unanimously.

Motion: Member Duno made a motion to approve Paul Mood as Vice Chair of the TAC for the term January 1, 2026 to December 31, 2026. Member Garcia seconded the motion. The motion passed unanimously.

## **2. CONSIDERATION AND POSSIBLE ACTION REGARDING W. ROUTE 66 OPERATIONAL ASSESSMENT (OA)** (Pages 27-31)

MetroPlan Staff: Mandia Gonzales

Recommendation: The TAC recommends the Board adopt the W. Route 66 Operational Assessment.

Discussion –

Member Dunno asked about the timeline for the signal at Woody Mountain Road. Member Bauman responded that the City is working on an IGA to transfer the funding from the State to the City of Flagstaff. The City has the design proposal in hand and is working with ADOT on the details. Design will begin in October, and construction will likely be next year.

Chair McNulty asked for clarification about the adoption of the plan. The adoption process is accepting that the plan is complete and does not obligate any of the actions described in the plan. Transportation Planner Gonzales confirmed that adoption of the plan is part of MetroPlan's process. The plan will be handed over to the City.

Member Dunno asked if the TAC will be kept informed of the actions the City will take with the Operation Assessment. Member Mood stated that the City will review this during the 5-year capital plan update process.

Chair McNulty asked if this presentation should be presented to the City Council as a work session to explain the recommendations. Transportation Planner Gonzales offered to assist with a presentation to Council. She also explained that the Operational Assessment is part of the RTAC Bill and P2P process and will be part of future conversations.

Motion: Member Dunno made a motion to recommend the Board adopt the W. Route 66 Operational Assessment. Member Garcia seconded the motion. The motion passed unanimously.

**3. CONSIDERATION AND POSSIBLE ACTION REGARDING THE VULNERABLE ROAD USERS SAFETY ACTION PLAN** (Pages 32-35)

MetroPlan Staff: Mandia Gonzales & Melanie Nagel

Recommendation: The TAC recommends the Board adopt the Vulnerable Road Users Safety Action Plan.

Discussion –

Member Dunno asked about the City's process for capital planning. How does the City evaluate prioritization of projects, and how will you use this plan? Member Mood explained that the City uses the various plans for prioritized projects. They look at the available funding and layout the five year plan and present it to Council what the City staff think the priorities are, and then Council may move projects around. Transportation Planner Gonzales explained that all plans will come together in the future Safe Streets Master Plan.

Motion: Member Mood made a motion to recommend the Board adopt the Vulnerable Road Users Safety Action Plan. Member Bauman seconded the motion. The motion passed unanimously.

**4. CONSIDERATION AND POSSIBLE ACTION REGARDING THE CREATIVE LOCAL MATCH PLAN** (Pages 36-96)

MetroPlan Staff: Kate Morley

Recommendation: The TAC recommends the Board accept the findings of the Creative Local Match Plan.

Discussion –

Member Dunno asked which of the recommended items has the most potential. Executive Director Morley stated that the consultant, AECOM, recommended the easiest to implement would be the transportation utility fee because it includes most local decision-making authority; the state infrastructure bank, which is a loan program but does not solve the root issue of lack of funding; and broaden the AZ SMART Fund eligibility rules by legislative action.

Member Dunno asked about the development impact fee analysis, were there are a lot of legal challenges. Chair McNulty commented that the City pursues development impact fees for police and fire. Every year we bring information to the City Council about development impact fees. This year Council supported including transportation and parks and recreation in development impact fees.

Motion: Member Garcia made a motion to recommend the Board accept the findings of the Creative Local Match Plan. Member Bauman seconded the motion. The motion passed unanimously.

**5. CONSIDERATION AND POSSIBLE ACTION REGARDING THE LEGISLATIVE AGENDA** (PAGES 97-104)

MetroPlan Staff: Kate Morley

Recommendation: The TAC recommends the Board adopt the proposed legislative agenda.

Discussion – There was no discussion about this item.

Motion: Member Dunno made a motion to recommend the Board adopt the proposed legislative agenda. Member Bauman seconded the motion. The motion passed unanimously.

**6. CONSIDERATION AND POSSIBLE ACTION REGARDING THE TRANSPORTATION IMPROVEMENT PROGRAM ADOPTION SCHEDULE** (Pages 105-106)

MetroPlan Staff: Mandia Gonzales

Recommendation: The TAC recommends the Board adopt the 2025-2029 Transportation Improvement Program update.

Discussion – There was no discussion about this item.

Motion: Member Garcia made a motion to recommend the Board adopt the 2025-2029 Transportation Improvement Program update. Member Dunno seconded the motion. The motion passed unanimously.

**7. CONSIDERATION AND POSSIBLE ACTION REGARDING THE TRANSPORTATION IMPROVEMENT PROGRAM FORMAL AMENDMENT FOR TRANSPORTATION ALTERNATIVE GRANTS FOR MT. ELDEN LOOKOUT RD TO US-89, FORT VALLEY ROAD MOBILITY ENHANCEMENT SCOPING, AND FUNDING FOR THE MOUNTAIN LINE 5307 PROGRAM**

(Pages 107-108)

MetroPlan Staff: Mandia Gonzales

Recommendation: The TAC recommends the Board amend the Transportation Improvement Program to include the projects Mt. Elden Lookout Rd to US-89, Fort Valley Road Mobility Enhancements, and funding for the Mountain Line 5307 program.

Discussion – No discussion about this item.

Motion: Member Mood made a motion to recommend the Board amend the Transportation Improvement Program to include the projects Mt. Elden Lookout Rd to US-89, Fort Valley Road Mobility Enhancements, and funding for the Mountain Line 5307 program. Member Bauman seconded the motion. The motion passed unanimously.

**E. DISCUSSION ITEMS**

**1. SAFE STREETS MASTER PLAN (SSMP) UPDATE** (Pages 109-111)

Presented By: Chris Phair, City of Flagstaff Transportation Planner and Vamshi Yellisetty, Kittelson & Associates, Senior Principal Planner

Recommendation: None. This item is for information and discussion only.

Discussion –

Member Bauman commented that the Stakeholder Advisory Group should include a specific focus on local developers. We do a lot of engagement with them and can provide a list.

Chair McNulty asked to include ECoNA, Friends of Flagstaff's Future and Flagstaff for Affordable Housing on the stakeholder advisory group. Mr. Yelisetty commented that the Bicycle Advisory Committee will be included as community-based organizations.

Member Dunno suggested that the Complete Streets Task Force (CSTF) should include volunteers from the local civil engineers in the community.

Chair McNulty recommended the CSTF include PROSE, the City's parks and recreation department. Mr. Phair stated that they will include PROSE in an advisory role and have already had meetings with them. Chair McNulty would also like to include the City's Commission on Adaptive Living and Barrier Free Flagstaff, a community-based ADA advocacy group. We should also check with Coconino County to see if they have a similar group.

## **2. CALL FOR PROJECTS FOR STRATEGIC GRANTS PLAN AND ADOT PLANNING TO PROGRAM PROCESS** (Pages 112-131)

MetroPlan Staff: Kate Morley

Recommendation: None. This item is for information and discussion only.

Discussion – There was no discussion on this item.

## **3. CARBON REDUCTION PROGRAM EXPENDITURES: PROJECT PRIORITIZATION PROCESS** (Pages 132-137)

MetroPlan Staff: Kate Morley

Recommendation: None. This item is for information and discussion only.

Discussion –

Chair McNulty asked for clarification about the grants planner position. Executive Director Morley confirmed that the position is still in the MetroPlan five-year budget, though it may not be the most valuable return on investment at this time. CRP funds cannot be used for staff.

Member Dunno asked for the total budget amount. Executive Director Morley explained that we are proposing to spend CRP funds of \$220,000 on the project prioritization process. Member Dunno commented that there may be on-going operating costs to maintain the program.

Member Bauman commented the grants planner position offered a lot of value and appreciated the opportunity to discuss it further. Executive Director Morley stated that MetroPlan is still committed to leveraging funding for the region.

## **4. SAFE ROUTES TO SCHOOL UPDATE** (Pages 138-139)

MetroPlan Staff: Kim Austin

Recommendation: None. This item is for information and discussion only.

Discussion –

Chair McNulty asked how the Cheshire project is holding up. Transportation Demand Management Planner Austin stated that the art is holding up well, due to the fact that traffic is not driving over it.

## 5. METROPLAN HAPPENINGS

(Pages 140-141)

MetroPlan Staff: Kate Morley

Recommendation: None. This item is for information and discussion only.

Discussion – There was no discussion on this item.

## F. CLOSING BUSINESS

### 1. ITEMS FROM THE TAC

*Board members may make general announcements, raise items of concern, or report on current topics of interest to the Technical Advisory Committee. Items are not on the agenda, so discussion is limited, and action not allowed.*

Chair McNulty commented that the second public hearing on the regional plan adoption will be held at 4:00 p.m. this evening. The plan will go to City Council on October 9, 2025. The special election for the regional plan is planned to be held in May 2026.

### 2. NEXT SCHEDULED TECHNICAL ADVISORY COMMITTEE

*January 28, 2026 – Regular Meeting*

*February 4, 2026 - Annual Strategic Advance*

### 3. ADJOURN

Chair McNulty adjourned the meeting at 3:27 p.m.

*The Transportation Improvement Program (TIP) includes the Northern Arizona Intergovernmental Public Transportation Authority (NAIPTA) final program of projects for Sections 5307 and 5339 funding under the Federal Transit Administration unless amended. Public notice for the TIP also satisfies FTA public notice requirements for the final program of projects. The [MetroPlan Public Participation Plan \(PPP\)](#) provides public participation notices and processes for NAIPTA as required to meet federal and state requirements for public participation and open meetings.*